

Weekly Report for Weeks Ending 2 & 9 Nov 1959
FROM
ARCHIVES AND RECORDS CENTER

1. Contributions

a. Tangible

- (1) Ten offices transferred 485 cubic feet of inactive records to the Center.
- (2) A total of 7,350 reference service items were furnished to various customers of the Center.

b. Intangible

- (1) Representatives from [] burned 9 additional cubic feet of records to further test the repairs. An accumulation of 973 cubic feet remains in the disposal area.
- (2) Received 23 cubic feet of inactive records from NSC.

2. Assignments

a. Active

None

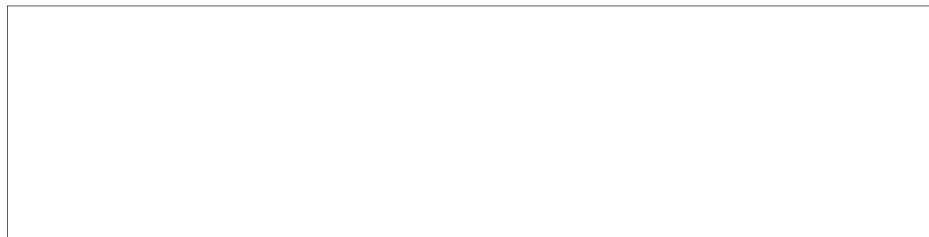
b. Inactive

- (1) Consolidation of three sets of information reports into one record set.
- (2) Physical consolidation of VM and Records Center.
- (3) Physical inventory of holdings.

3. News

- (1) The Records Officers Conference was held as scheduled on 3-5 November 1959. Tangible results have already been seen in some areas so from all indications it was a highly successful conference.
- (2) The total holdings of the Center are now 51,256 cubic feet.

4. Visitors



25X1

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